



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Meeting Minutes 01/11/2006

Town of Arlington
Affirmative Action Advisory Committee

730 Massachusetts Avenue, Arlington, MA 02476
(781) 316-3120

Barbara Boltz, Co-Chair
 Adrienne McClure, Co-Chair
 Augusta Haydock
 Jack Jones
 Elaine Maclachlan
 Tricia O'Donoghue
 Howard Winkler

Caryn Cove Malloy, Affirmative Action Officer

Affirmative Action Advisory Committee
 Meeting Minutes
 Wednesday, January 11, 2006
 7:45 p.m.

Present: Caryn Cove Malloy, Barbara Boltz (Chair), Tricia O'Donoghue, Jack Jones, Elaine Maclachlan, Adrienne McClure, Howard Winkler, Augusta Haydock

Meeting Minutes

Meeting of November 9, 2005, Adrienne McClure moved approval. SO VOTED

Current Job Openings

The Committee reviewed the most recent hiring activity. Recent activity included the interview process for Assistant Director of Planning and Community Development.

Current Bid Projects

The Committee reviewed the current projects in excess of \$200,000 currently in progress. The Committee reviewed payroll sheets from subcontractors working on the Dallin School project and also reviewed payroll sheets from E.H. Perkins on the curb and sidewalk projects in town. Outside construction projects have for the most part been suspended until the spring.

School Diversity Task Group

Barbara Boltz reported that the group has not met since October; she explained the efforts that have been made to get the group together. School Committee member Sean Garballey indicated to Barbara Boltz that he would contact Superintendent Nate Levenson relative to setting up a meeting.

Update of Affirmative Action Plan

The Committee discussed various options for updating the appropriate labor market to be referenced in the plan. In the original plan, the Boston Standard Metropolitan Statistical Area composed of 92 communities is referenced, but there is no longer supporting data available for it. The Committee elected to reference the Metropolitan Area Planning Council Region, composed of 101 communities. There is a wealth of statistical information available on the MAPC website.

Continuing Business

Caryn Malloy indicated that she would arrange a mutually convenient time for members of the Committee to meet with Town Manager Brian Sullivan. The purpose of the meeting is to introduce the Town Manager to the Committee and discuss his thoughts on Affirmative Action.

Caryn Malloy requested that members of the committee brainstorm on ideas for submission in the Annual Report. Among the items suggested were: contractors are being made more aware of the bylaw requirements of the Town; the committee continues to meet with department heads; and the update of the Affirmative Action Plan. Caryn Malloy indicated that she would be sending out a draft of the report to the committee for their consideration.

Adrienne McClure moved to adjourn the meeting at 9:05 p.m.

SO VOTED

A true record. Attest:

Caryn Cove Malloy
Affirmative Action Officer